

Instructions to Bidders for Mowing/Lawn Care  
Contracting District: Bright Local School District  
Bid Opening Date: December 19, 2022

The Bright Local School District (hereafter referred to as School District) is submitting for bid the mowing and lawn care of the School District two campus locations, ball fields, fence lines, and planting beds throughout the District. The term of the service contact shall be for the 2023-2024 calendar years.

**1. This bid is for designated areas located at the following locations:**

- Elementary School Campus – 6100 Fair Ridge Road, Hillsboro, Ohio
- Whiteoak High School Campus – 44 North High St, Mowrystown, Ohio

**2. Contract Information to schedule site visits:**

A site visit is required in order to submit a proposal so as to provide clarity as to the scope of services requested. Bidders must satisfy themselves, by personal examination of the locations of proposed work, the actual conditions and perimeters and requirements of the proposed work. Site visits may be scheduled by contacting one of the following:

Mike Bick, Superintendent, Bright Local School District  
PO Box 299, 44 N. High St.  
Mowrystown, Ohio 45155  
Email: [michael.bick@blsd.us](mailto:michael.bick@blsd.us)

Telephone: (937)442-3114 x11501

Matt Risner, Maintenance Supervisor, Bright Local School District  
PO Box 299, 44 N. High St.  
Mowrystown, Ohio 45155  
Email: [matt.risner@blsd.us](mailto:matt.risner@blsd.us)

Telephone: (937)442-3114 x11442

**3. Submission Instructions and Deadline**

The proposal may be emailed, mailed or hand delivered and must be received on or before December 19, 2022 no later than 12:00 Noon EST. Bids will be opened immediately thereafter at the office of the Superintendent. Those submitting proposals will be notified of the results summary not later than December 27, 2022.

All submitted bids must include a proof of one million dollars liability insurance coverage (required by District Insurance carrier) a copy of their current Certificate of Workers Compensation, and proof of active Ohio Commercial Applicators License.

When mailing or dropping off proposals they shall be enclosed in a sealed envelope clearly marked “PROPOSAL FOR MOWING” and addressed to: Mike Bick Superintendent 44 North High St, Mowrystown, Ohio 45155

Email proposals are to be sent to Mike Bick, with the Subject Line “PROPOSAL FOR MOWING” at [michael.bick@blsd.us](mailto:michael.bick@blsd.us). Emailed proposals will receive a confirmation within 24 hours of receipt. If confirmation is not received, please call 937-442-3114 to give notification.

#### 4. Scope of Work

The selected contractor shall be qualified to perform the specified services. Cost will be broken down and submitted for different locations of work using the form located in **Appendix A** to this document.

You must provide a contact name and phone number for our Maintenance Supervisor to contact you with questions and/or to view your equipment to be used for mowing, trimming and chemical/fertilizer application. Questions about this request for proposal should be directed to Maintenance Supervisor, Matt Risner or Superintendent, Michael Bick at 937-442-3114.

#### **Contact**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_

This proposal must be received at the Administration Office at 44 N. High Street, Mowrystown, Ohio 45155 by 12:00 Noon on Monday, December 19, 2022. Clearly mark “Proposal for Mowing ” on the outside of the sealed envelope.

The Board of Education reserves the right to accept or reject any or all, or parts of any and all proposals.

Note: This entire document can be obtained and printed from the District web-page at [www.blsd.us](http://www.blsd.us) – Board of Education – Treasurer’s Office – Sealed Bid Documents

**APPENDIX – A**

**BID SHEET – LAWN CARE**

**BRIGHT LOCAL SCHOOLS 2023-24**

**Mowing and Trimming Lawns**

<b><u>Location</u></b>	<b><u>Price Per Occurrence</u></b>
HS Baseball Field	_____
HS Softball Field	_____
High School campus	_____
New lot across from High School	_____
Elementary campus	_____
Cross Country Track	_____
Ballfields at Elementary	_____

**Spraying/Weed Control**

<b><u>Location</u></b>	<b><u>Price Per Occurrence</u></b>
Fence Lines	_____
HS Baseball field	_____
HS Softball field	_____

**Trim Shrubs/Clear Beds of Weeds/Mulch**

<b><u>Location</u></b>	<b><u>Price Per Occurrence</u></b>
Trim Shrubs/Weed Beds	_____
Install Mulch (per 1 yard)	_____

**Fertilizing/Aeration/Seeding**

<b><u>Location</u></b>	<b><u>Price Per Occurrence</u></b>
Fertilizing Softball field	_____
Fertilizing Baseball field	_____
Ground Core Aeration Softball field	_____
Ground Core Aeration Baseball field	_____
Slice Seeding Softball field	_____
Slice Seeding Baseball field	_____
Overseeding Softball field	_____
Overseeding Baseball field	_____